

District of Columbia Courts

Capital Budget

2005

Name of Project: **Elevator and Escalator Repairs and Replacement**

Agency: District of Columbia Courts

Account Title: Federal Payment to the District of Columbia Courts

Account Identification Code: 95-1712

Program Activity: Capital Improvements

New Project _____ Ongoing Project **X**

Was the Project Reviewed by the Executive Review Committee or Investment Review Board?

Yes **X** No _____

Is this project Information Technology? Yes _____ No **X**

Part I: Summary of Spending for Project Stages (in millions)

	2003 and earlier	2004	2005	2006	2007	2008	2009 and beyond	Total
Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Budget Authority	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outlays								
Full Acquisition								
Budget Authority	3.28	1.00	0.20	0.00	0.00	0.00	0.00	4.48
Outlays	3.28	1.00	0.20	0.00	0.00	0.00	0.00	4.48
Total, sum of stages (excludes maintenance)								
Budget Authority	3.28	1.00	0.20	0.00	0.00	0.00	0.00	4.48
Outlays	3.28	1.00	0.20	0.00	0.00	0.00	0.00	4.48
Maintenance								
Budget authority								
Outlays								

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Part II: Justification and Other Information

A. Project Description and Justification

(1) How does this investment support the Courts' mission and strategic goals?

In the Moultrie Courthouse there are public elevators and escalators, secure elevators for judges, freight elevators and prisoner elevators. The Courthouse accommodates 10,000 daily visitors and the largest prisoner control facility in the nation for the U.S. Marshals Service. The Elevator and Escalator Repairs and Replacement Project will rebuild the 25-year-old escalator equipment in the Moultrie Courthouse and the aging elevator equipment in all D.C. Courts' buildings, to include peripheral equipment and controls in Buildings A and B. This is a multi-year project that began in December 1998 and will be completed in 2006.

The FY 2005 request will finance the following repairs:

- \$ 200,000 The replacement of the prisoner elevators in the H. Carl Moultrie Courthouse main cellblock. Completion Date: 2006

(2) How does this investment support a core or priority function of the Courts?

This investment supports the vision and mission of the Courts' Strategic Plan. A goal of the Courts is to broaden access to justice and service to the public by ensuring that physical facilities are easily accessible to all persons. This project also supports the Courts' goal to improve court facilities and technology by providing personnel and court participants with a safe, secure, functional, and habitable physical environment. This investment provides safe and reliable elevators and escalators which are the prime people movers for the court buildings and are critical to ensuring that all parties reach their courtrooms on time for court proceedings. Over 10,000 people enter the Moultrie Courthouse, and use the escalators and elevators to reach courtrooms and public offices each day. Providing accessibility to court facilities is dependent on the proper functioning of these conveyance systems.

(3) Are there any alternative sources, in the public or private sectors that could perform this function? If so, explain why the Courts did not select one of these alternatives? There are no alternative entities in the public or private sectors that could perform this function.

(4) How will this investment reduce costs or improve efficiencies? This project will enhance efficiencies by reducing costs associated with frequent, short-term or emergency elevator and escalator repairs.

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- (5) *For acquisition of buildings, what is the cost per square foot estimates for comparable Federal and private sector facilities?* The project does not include the acquisition of buildings.

B. Program Management

- (1) *Have you assigned a project manager and contracting officer to this project? If so, what are their names?* The project manager for this project is Zsolt Szalay, Building Operations Manager and the Contracting Officer is Joseph E. Sanchez, Jr., Administrative Officer.
- (2) *How do you plan to use the Integrated Project Team to manage this project?* The Courts will use an Integrated Project Team including the Chief Capital Projects Manager, the Chief Building Engineer, the Building Operations Manager, and the Facility Supervisor to manage this project. Scheduled progress meetings will be conducted with each contractor to assist in completing the project on time and within budget.

C. Acquisition Strategy

- (1) *Will you use a single contract or several contracts to accomplish this project? If multiple contracts are planned, explain how they are related to each other, and how each supports the project performance goals?* A single contract will be used to accomplish this project cost-effectively and efficiently.
- (2) *For each planned contract, describe:*
- What type of contract will you use? (e.g. cost reimbursement, fixed price, etc.)* The Courts will primarily utilize a fixed price (or fixed unit price) contract with the selected vendor.
 - The financial incentives you plan to use to motivate contractor performance. (e.g. incentive fee, award fee, etc.)* The contractor will be required and expected to meet the financial terms of the contract without any additional financial incentives.
 - The measurable contract performance objectives.* The measurable contract performance objectives are developed utilizing the specific task listed in Part II A. (1). The contractor will be required to submit a proposed construction timeline to the Courts so that progress can be tracked by the Integrated Project Team to ensure timely completion of all construction objectives.
 - How will you use competition to select suppliers?* The Courts will procure these services through their competitive procurement process.

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- e. *The results of your market research.* Elevator Advisors, Inc., an independent contractor, conducted a market survey which identified several vendors meeting the Court's criteria and resulted in the Courts competitively bidding a solicitation. The solicitation was forwarded to the identified vendors and was advertised. Shindler Elevator was awarded the Courts' elevator/escalator maintenance contract.
- f. *Whether you will use off-the-shelf or custom designed projects.* The Courthouse environment requires this to be a custom-designed project.

D. Alternative Analysis and Risk Management

- (1) *Did you perform a life cycle cost analysis for this investment? If so, what were the results?* While a life cycle cost analysis was not performed, the Courts retained the services of Elevator Advisors, Inc. to provide an assessment of their elevators and escalators in the Moultrie Courthouse as well as Buildings A and B. The evaluation report documented the age of the equipment and indicated that it had exceeded its useful life and needed to be replaced.
- (2) *Describe what alternatives you considered and the underlying assumptions of each.* The elevator and escalator systems are essential to court operations. The alternatives considered were repair versus replacement.
- (3) *Did you perform a benefits/costs analysis or return on investment analysis for each alternative considered? What were the results for each? (Describe any tangible returns that will benefit the Courts, even if they are difficult to quantify.)* While the Courts considered utilizing GSA's existing contracts, it was determined that it was in the Courts' best interest to utilize the technical assistance of Elevator Advisors, Inc., the vendor keenly knowledgeable of the Courts' elevator and escalator system. Therefore, the Courts competitively bid a solicitation to procure a vendor to restore and replace these two systems.
- (3) *Describe your risk assessment and mitigation plan for this project.* The Evaluation Report compiled by Elevator Advisors, Inc. recommended elevator and escalator repair and replacement as an economically feasible solution that would enhance public mobility and safety in the courthouses. A formal benefits/cost analysis was not performed.

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Part III: Cost, Schedule, and Performance Goals

A. Description of performance-based management system (PBMS):

- (1) *Describe the performance based management system that you will use to monitor contract or project performance.* The Courts' performance-based management system will provide a tracking system that permits early and ongoing warnings to ensure that projects do not exceed either their budgeted cost and/or their time projections.

B. Original baseline (OMB approved at project outset):

- (1) *What are the cost and schedule goals for this segment or phase of the project?*

The cost and schedule goals for this phase of the project are as follows:

- Award contract to rebuild elevators and improve safety in compliance with the American Society of Mechanical Engineers (ASME) A 17.1 by 12/04
- Complete prisoner elevator modernization by 08/05

- (2) *What are the measurable performance benefits or goals for this segment or phase of this project?*

The project performance objectives are stated below:

- Safety compliance and improvement in the operation of elevators in all court buildings and escalators in the Moultrie Courthouse.
- Efficiency in energy conservation
- Structural integrity improvements in all Court buildings
- Aesthetic enhancements throughout Court facilities

C. Current baseline (applicable only if OMB approved the changes):

- (1) *What are the cost and schedule goals for this segment or phase of the project?* Not applicable.

- (2) *What are the measurable performance benefits or goals for this segment or phase of this project?* Not applicable.

D. Actual Performance and Variance from OMB approved baseline (Original or Current): Not Applicable

E. Corrective Actions: Not Applicable